

**THE NORTH HAVEN BOARD OF EDUCATION
5 LINSLEY STREET
NORTH HAVEN, CONNECTICUT**

MINUTES

Date: September 13, 2012

7:00 p.m.

THIS MEETING WILL TAKE PLACE AT CLINTONVILLE ELEMENTARY SCHOOL, 456 CLINTONVILLE ROAD, NORTH HAVEN, CT

Attendance at this REGULAR Meeting: Anita Anderson, Wesley O'Brien, Carole Franceschet, Bryan Bogen, Jennifer Caldwell, Matt Kerzner, Kristine Carling, Business Manager, Melinda McKenna, Director of Curriculum and Instruction, and Robert D. Cronin, Ph.D., Superintendent of Schools

Stephen Consiglio and Alicia Clapp were not in attendance

1. Approval of Minutes of August 23, 2012

Moved: to approve the Minutes of August 23, 2012

Approved

MOVED: Carole Franceschet
SECOND: Jennifer Caldwell
AYE: 6
NAY: 0
ABSTAIN: 0

2. Chairman's Report

- Mrs. Anderson thanked Clintonville Elementary School Principal, Laretta Dowling for hosting the Board of Education Meeting this month.
- Mrs. Anderson announced that there were two students present from Quinnipiac University, taping this meeting for their journalism class, and sharing it with their classmates.
- Policy Committee being formed. The committee members are Jennifer Caldwell, Matt Kerzner, and the third position will be taken by whoever is appointed to replace Steven DiCapua. Mrs. Anderson stated that she is interviewing for that replacement and hopes to have that position filled by the October Board of Education Meeting.
- September 20, 2012, the Board of Education will have a "Workshop" meeting at 6 p.m. given by C.A.B.E. (Connecticut Association of Boards of Education) regarding the roles of the Board of Education Members.
- Mrs. Anderson will not be able to attend the October 11, 2012 Board of Education meeting due to business obligations overseas.
- Agenda's and Minutes of the Board of Education Meetings are posted on both the Town and the School District's website.
- Email issues for the Board of Education Members have been resolved.

1. Transportation update and review.

Mrs. Kristine Carling, Business Manager gave the following update/review:

- Daily counts on buses
- Reviewing videos on buses regarding discipline and capacity, assuring the public that there are not three children to a seat. Mrs. Carling stated that the "norm" is two children to a seat, with an occasional situation where there are three children in a seat, but not the "norm".
- Traffic issues at the Middle/High Schools are being addressed. Mrs. Carling reported that the administrators have been meeting with the police to try to rectify these issues. She stated that they have come up with a plan to add an additional parent drop off, which will alleviate a lot of the traffic

going out onto Elm Street. This drop off will be in between the High School and the Middle School, so all students can get off together and go to their school easily. This will be implemented as soon as they are able to get signage, traffic striping, etc. Also, Mrs. Carling informed the public that they are doing similar things at the Middle School as far as signage making an easy flow during drop off.

- Monitoring the arrival times at each of the schools, which has greatly improved since the first day of school.
- Decreased write-ups regarding discipline on the busses. Mrs. Carling stated that at this time last year there were 11 write-ups regarding discipline at the Middle School alone. This year there have been zero write ups.
- Bus drivers have encouraged Middle School students to sit in the front of the bus and High School students in the rear.
- Elementary schools had no changes this year as they have not been affected at all by these changes. They have been arriving/departing from school very timely.

3. Budgets:

a. 2012-2013 Budget

Moved: to accept budget reports and place them on file

Approved

MOVED: Carole Franceschet
SECOND: Bryan Bogen
AYE: 6
NAY: 0
ABSTAIN: 0

4. Report of Standing Committees

a. Finance and Operations

Mr. Bogan reported that Finance and Operations did not meet this evening due to a lack of quorum.

1. Discussion of golf cart donation from the Indian Booster Club

Mr. Bogen reported that Michael Shaw, from the Indian Booster Club has written a letter and wishes to donate a golf cart so the athletic trainer can get between complexes to assist field to field and oversee the general activities for any athletes who may be injured. There was some discussion regarding the following:

- How do we assure that the athletic trainer will be the only one using the golf cart?
- Will there be other expenses such as maintenance, gas, insurance?
- Where will this cart be stored?

Mrs. Anderson asked Mrs. Carling to look into these concerns and report back to the Board. Mrs. Anderson thanked the Booster Club for the offer of donating this cart to the schools, as well as everything else they do for our athletes in North Haven.

b. Personnel

1. Approval of Robert Messer, Clintonville Elementary School, Grade 5, 1 year position

Moved: to approve the appointment of Robert Messer, Clintonville Elementary School, Grade 5 Teacher, a 1 year position

Approved

MOVED: Bryan Bogen
SECOND: Carole Franceschet
AYE: 6
NAY: 0
ABSTAIN: 0

c. Curriculum, Instruction and Planning

1. Approval of Ridge Road/Green Acres field trip to Natures Classroom on April 29, 2013-May 3, 2013

Moved: to approve the Ridge Road/Green Acres field trip to Natures Classroom
On April 29, 2013-May 3, 2013

Approved

There was some discussion regarding the cost of Natures Classroom and how we can be sure that ALL students are able to attend regardless of their financial situation. Dr. Cronin responded that ALL students WILL go that want to go. Teachers, and/or families should contact the social workers and let them know of any hardship cases so that we can ensure everyone can attend. Mrs. Pavkov reported that there is money put aside every year through PTA for families in need of assistance. Mrs. Caldwell wanted to know if in the future, field trips will be common across the district. Dr. Cronin responded that in the future field trips will be written into curriculum across the district.

Mrs. Franceschet reported that Curriculum, Instruction and Planning met Monday, September 10, 2012 and discussed the following:

- New Sports/Activity Clubs – The committee discussed a number of clubs/activities proposed for this school year. While all clubs/activities have merit, the committee continues to gather information about each to help make more informed and responsible decision.
- Field Trips – Curriculum, Instruction and Planning will be forming a committee made up of parents, teachers, administrators, coordinators, and Curriculum, Instruction and Planning members to brainstorm ideas for the meaningful field trip experiences for students throughout the district. The committee strives to unify the curriculum, especially on the elementary level and meet the needs of all students, the goal will be to have all children have the same exposure to the variety of ways we study and learn.
- Responsibilities for Core Subject Area Coordinators - The job description for core subject area coordinators was shared. These professionals serve as instructional leaders and content area supports for teachers, administrators, and students across the school district. The focus this year for this group will be to write/revise curriculum that will support the common core standards. This, in turn, will strengthen teaching and learning of all students. As new curriculum is written, Professional Development will be provided in order to support staff as it is implemented.
- CMT/CAPT – There was an increase in the percentage of students achieving proficient, goal and above goal and a decline in the percentage of students below these levels.
- District Improvement Plan 2012-2013 (Draft) – Committee viewed the draft of the District Improvement Plan for this school year. The major goals revolve around Teaching and Learning, Communication, and Leadership. A series of action steps have been put in place in relationship to these three areas.
- The next Curriculum, Instruction, and Planning meeting is scheduled for Monday, October 1, 2012 at 9:30 a.m. at Central Office.

Moved: to accept budget reports and place them on file

Approved

MOVED: Wesley O'Brien
SECOND: Bryan Bogen
AYE: 5
NAY: 0
ABSTAIN: 1

Jennifer Caldwell abstained.

5. ACES

Mrs. Clapp is not in attendance this evening therefore there is not report from ACES.

6. North Haven PTA Council

Mrs. Caldwell reported that the first PTA Council meeting is September 24, 2012, at 7 p.m. at North Haven High School Library.

Old News:

1. Adopt-A-School

Mrs. Anderson stated she will begin getting feedback regarding activities going on at each school beginning in October.

7. Enrollment

8. Superintendent's Report

Dr. Cronin reported the following:

- District Improvement Plan (Draft) - Dr. Cronin shared information regarding the Draft of the District Improvement Plan focusing on Teaching and Learning, Communication and Leadership. Dr. Cronin stated that there will be Professional Development for the Administrators including district walkthroughs as well as looking at what the students are doing. Dr. Cronin shared the "draft" of the District Vision Statement that the Administrators have been working on. Dr. Cronin stated he will report back to the Board in January and again in June as to the progress of each of the goals in the District Improvement Plan.

9. Public Comments

- Michelle Spader - bussing issues such as crowding with students and their belongings (e.g. backpacks, musical instruments, sports equipment, etc.) Mrs. Spader believes that there are still three students sitting in one seat. Mrs. Spader does not feel that adding one bus has solved the problems. She stated that many parents are driving their students to school instead of putting their children on the bus. Mrs. Spader also commented on the drop off and pickups at both the High School and Middle School, causing traffic issues.
- Mrs. Spader also spoke on behalf of Dyann Vissicchio, who could not attend the Board of Education Meeting. Mrs. Vissicchio was concerned about the lunch tables and who is responsible for cleaning them. Mrs. Vissicchio is concerned that the tables are not being cleaned. Dr. Cronin responded that the custodians are responsible for cleaning the tables in the cafeteria and he will touch base with the custodians to be sure that they are doing so. Dr. Cronin reported that this was not an administrative decision. The contract we have with Chartwells, clearly states that the tables would be the responsibility of the custodians. In the past, Chartwells had part time employees at each school that would clean the tables, but due to a reduction in staff it has fallen back on the custodians.
- Gary Amato – How did the changes in the busses come to be? Was it to save the \$60,000 as stated at other meetings? Dr. Cronin stated that he doesn't know of any savings at this time. The issue began because the times of the schools were too close together, so last year there was difficulty getting everyone to school on time. Dr. Cronin stated there were some safety concerns. Dr. Cronin also stated that this new system was only one of three possible solutions presented by M & J Bus Co. Mr. Amato also had some concerns about peer pressure on the bus with regards to drugs. Mr. Amato suggests to the Board of Education to take a look at this new system to see if it is really working or if it is worth it financially.
- Angelo Fraschilla – voiced his concerns regarding the bussing issue and how this decision was made. His concerns were surrounding the crowding on the busses especially when the students start carrying their sports equipment, etc. Mr. Fraschilla stated that he wished that the parents in the district were part of the decision making surrounding the bus changes. Mr. Fraschilla stated that the Board may have solved some problems, but they have now created other problems.
- Mrs. Anderson reported that some of the Board members, along with Dr. Cronin and Kristine Carling are meeting with the bus company on Monday, September 17, 2012 to gather all of the data from the past two weeks. She stated that many of the concerns brought up at this Board of Education meeting will be discussed on Monday.
- Dr. Cronin stated he would like to clear up a myth that he is hearing a lot. These changes were not done for cost savings. Dr. Cronin also clarified, that he had suggested that if there was an opportunity, he would consider putting the late bus back at the Middle School and High School.
- Brian Testa – commented on a bus receiving a moving violation. Mr. Testa requested an update on that matter. Mrs. Anderson stated that has been addressed by M & J Bus, and that it is a personnel issue, stating that the bus company did speak with the employee.

- Danielle Balzano – What were the other options that M & J presented? Dr. Cronin suggested that Mrs. Balzano contact him and he can go over the other options with her. Dr. Cronin stated that one of the options was changing the starting times of all of the buildings; one other option was adding buses.
- Danielle Balzano – What was the deciding factor? Dr. Cronin stated that part of the decision was that this plan is done in other districts and has proved to be successful for them. Dr. Cronin reported that they have found that there are less problems, especially at the Middle School level (e.g. discipline, behavioral)

10. Executive Session: personnel and legal matters

Moved: to go into executive session 8:33 p.m.

Approved

MOVED: Bryan Bogen
SECOND: Wesely O'Brien
AYE: 6
NAY: 0
ABSTAIN: 0

Moved: to return to public session 9:15 p.m.

MOVED: Bryan Bogen
SECOND: Wesely O'Brien
AYE: 6
NAY: 0
ABSTAIN: 0

11. Adjournment

Moved: to adjourn at 9:15 p.m.

Approved

MOVED: Wesley O'Brien
SECOND: Carole Franceschet
AYE: 6
NAY: 0
ABSTAIN: 0

Respectfully submitted,

Anita Anderson

Anita Anderson,
Chairman